

Motel Manager

46 Ferry Street, Maryborough Queensland 4650

-25.5344817, 152.696472

Casual Motel Relief Managers Required (couple) Experienced motivated relief managers required for immediate start (longer if suitable) If you are a bright bubbly person with experience in Motel Management, then this role may be for you! You need to be organized, efficient, show initiative and have an outgoing personality as you will be the first point of contact with guests. Successful candidates must be available to work either morning or afternoon shifts, two days a week. Possibly more. On-site accommodation will be provided as part of the package. Accommodation of both owner and managers is separated and private. The successful couple will need to work closely with the business owners and be willing to implement and drive marketing strategies. About us We are a 3 star budget motel with 33 rooms of different motel room configurations. There is also a small second motel which also comes under this motel, minimal management and attendance required. Our property is set on a city block and our facilities include a swimming pool and 2 BBQ areas. Full cleaning staff already in place. We located on the main road in the scenic and Historic town of Maryborough Qld and a short drive to Hervey Bay. Duties Include: Reception and front of house management, answering phone calls, taking reservations via phone and internet, managing group bookings and processing payments. Maintaining a high level of service to our customers and communicating issues to the Owner. Experience with Satin Software (Property Management System) and Channel Management systems advantageous. Training provided Maintaining online booking sites (eg Booking.com, Expedia, Agoda, etc). Ensuring compliance with all relevant legislation relating to Motel Operations. Other duties as may be directed from the Owner. Stripping and setting linen to rooms. Request supplies and services to the Owner. Sheets and towels are out-sourced. Bathmats/pillowslips in house laundry required. Staff management rosters, wages and relations. Continental in room breakfast trays set-up and delivery. Maintenance and gardening may be required. Requirements Working with children check First aid certificate is preferable References available on request Police check Applicants must have the ability to work in a team environment Excellent computer skills An approved Managers License A current valid Drivers License Contract Negotiable. ABN required Candidates with previous motel management experience only need apply - this position is not suitable for persons who have not previously held a management role within the hospitality and tourism industry in the last 2 years.

Overview

Job Type: Part-time	Experience Level: Previous	Town / City / Village: Maryborough
Post Code: 4650	Phone number: 07 4121 2261	

Languages skills

English

Skills

Management / People Skills



Agent Details

Name: Darryn Barrett

Phone: 07 4121 2261

reception@arkanamotel.com.au

Contact

Phone: 0438112083

Fax:

admin@greynomadjobs.com

